

Sutter County
CalWORKs Plan
ADDENDUM

August 28, 2003

FEDERAL WELFARE-TO-WORK (WtW) GRANTS

With the availability of the WtW grant and the State WtW grant matching funds, Sutter County Department of Human Services has coordinated efforts with our local WtW grant partner the Sutter County Schools - Career Training and Employment Center (CTEC) to insure non-duplication of services for WtW grant eligible CalWORKs recipients. In accordance with AB 382 (Chapter 6, Statutes of 1998) and as directed in All County letter 98-90 Sutter County is submitting the following addendum to the CalWORKs plan which describes these coordinated efforts.

The Sutter County WtW grant plan is a local collaborative effort between staff from Sutter County Schools - CTEC and the Human Services Department - Employment Services (ES) Division to provide intensive coordinated services to the recipient population determined to be the most difficult to serve. After assisting a recipient through the standard array of services, the ES case manager may conclude that the participant has multiple and complex barriers to employment which would be better served under the WtW program. The ES case manager then determines if the recipient is eligible for WtW services, based on federal criteria which include having poor or no work history, no high school diploma and low basic skills and/or substance abuse problems. If determined by the ES case manager to be an appropriate and eligible candidate for the services, ES and CTEC staff meet to evaluate possible activities from which the participant could benefit. If agreed that participant would benefit from intensive WtW services, a pre-enrollment conference is held between ES, CTEC and the participant. The primary purpose of this conference is to explain the benefits of WtW services to the recipient, discuss alternative plan options and, as much as possible, tailor an individual employment plan which addresses activities which will enable the recipient to overcoming their long standing barriers to employment. A secondary purpose of the pre-enrollment conference is to assure that the employment plan includes a flexible menu of services which compliment, but do not duplicate, those services already available.

The primary target population from which enrollees are selected, consist of long-term recipients with "time clock" issues who have not substantially benefited from past services and programs. The secondary focus is the "hard to employ", who have significant barriers to employment such as substance abuse, low basic skills and poor work history issues. The expanded criteria established in H.R.3424 has greatly broadened the participant base which is eligible to receive intensive services using the WtW funds.

The process for identification and referral of potential beneficiaries of the WtW hard-to-serve allocation begins with the Employment Services case manager. The case managers, who are extremely familiar with the target cases, base their assessment of the

need for intensive services on the recipient's work and social history, personal barriers, lack of job skills and experience, the absence of a work ethic, substance abuse or other forms of dysfunction which have prevented the recipient from being successful in the conventional program flow. Family Support and Foster care case managers may also make referrals for participants meeting the expanded criteria. Staff from Employment Services and CTEC meet to discuss eligibility and to collaborate and develop an Intensive Services plan based on the individual's situation. The recipient and his/her support group, are included in this process to provide a strategy with the greatest potential for success. Services are coordinated to avoid conflict and duplication of services.

A Poor Work History may include but is not limited to:

- Having received cash assistance in excess of 30 months or as few as 12 months and does not possess a High School Diploma or GED
- A pregnant or parenting teen.
- No connection with the labor force within the last 6 months.
- Sporadic and short – term (0-6mo) job retention history

B Fulltime Employment is defined to be:

- Minimum of 32 hours a week at minimum wage (or)
- Any combination of hours and wages that cause the household to be financially ineligible to cash assistance

C Significant Barriers to Self – Sufficiency may include but are not limited to:

- Homelessness
- Domestic violence
- Mental health issues
- Substance abuse

For referred clients who have been identified as being in the “Target Population” or meeting the expanded criteria, funds will be used to provide intensive supportive services.

Intensive Services may include but are not limited to:

- Counseling and problem solving,
- Temporary emergency housing assistance,
- Paid work experience,
- Job coaching,
- Customized transportation,
- OJT/ apprenticeship program
- Vocational education,
- Employment 101 Classes
- Retention services in the form of I CAN (Individualized Career Advancement Network) support services.

